



**STATE PROCUREMENT OFFICE
NOTICE OF REQUEST FOR EXEMPTION
FROM HRS CHAPTER 103D**

TO: Chief Procurement Officer

FROM: Office of Hawaiian Affairs - Research Department
Name of Requesting Department

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

<p>1. Describe the goods and/or services:</p> <p>The intent of this project is to conduct a statewide survey of Hawai'i residents in order to provide regular and systematic data to understand statewide and community well-being including a comparative analysis of Native Hawaiian and non-Native Hawaiian perceptions of well-being. The survey contains questions centered around leadership, community engagement, and other key indicators of well-being.</p>

2. Vendor/Contractor/Service Provider	KAMEHAMEHA SCHOOLS	3. Amount of Request:	\$ 20,000.00
4. Term of Contract From: 6/1/2022 To: 5/31/2027	5. Prior SPO-007, Procurement Exemption (PE): PE 2021-028		

<p>6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:</p> <p>In 2018, the Office of Hawaiian Affairs was invited to be part of a Native Hawaiian Organization consortium (hereinafter "NHO") that would collectively participate and resource the SMS® Community Household Survey conducted annually. The contributions of the NHO would be used to (1) recruit a representative sample of Native Hawaiians and (2) purchase up to 3 questions per participating NHO. The NHOs that responded were the Office of Hawaiian Affairs (hereinafter "OHA"), Kamehameha Schools, and Queen Lili'uokalani Trust (hereinafter "QLT"). The NHOs decided to collectively share the results of their individual organization's purchased questions. Additionally, the group discussed the questions in advance to ensure the most efficient use of questions. In late 2019, the NHOs determined it might be best to develop a survey that collectively met our needs and with which we could develop as many items as needed. Kamehameha Schools took the lead, secured a vendor for the next survey, and invited the OHA and QLT to participate. In 2021, Papa Ola Lokahi (POL) joined the collaborative. Given the nature of the partnership and that each NHO would gain access to more data and benefit from a collaboration instead of an individual procurement of like services, the OHA determined that it is not advantageous to procure by competitive means.</p>

<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:</p> <p>As stated above, the OHA was invited to be part of an NHO which determined the partnership between the OHA, QLT, POL, and Kamehameha Schools. The OHA was not responsible for procuring the vendor for this service as Kamehameha Schools was the lead NHO responsible for securing the vendor.</p>

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).

*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	e-mail address
Chris Stanley*	Procurement	808-594-1833	chriss@oha.org
Lisa Watkins-Victorino	Research	808-594-0280	lisaw@oha.org
Sylvia Hussey	Ka Pouhana, CEO	808-594-1973	sylviah@oha.org

***All requirements/approvals and internal controls for this expenditure is the responsibility of the department.
I certify that the information provided above is, to the best of my knowledge, true and correct.***



Department Head Signature

May 13, 2022

Date

For Chief Procurement Officer Use Only

Date Notice Posted: _____

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

Chief Procurement Officer Signature

Date